

**BOARD OF EXAMINATION AND REGISTRATION OF ARCHITECTS
MINUTES OF MEETING OF THE BOARD**

DATE: April 19, 2006

**PLACE: Department of Administration
One Capitol Hill, Conference Room B
Providence, RI 02908**

MEMBERS PRESENT: Dana M. Newbrook, Joseph A. Cirillo, James R. Carlson, Barbara Feibelman and Wilbur E. Yoder

OTHERS PRESENT: Adam J. Sholes, Special Assistant Attorney General

**Peter N. Dennehy, Deputy Chief Legal Counsel, Dept. of Admin.
Dawne Broadfield, Board Executive**

CALLED TO ORDER: Chair Newbrook called the meeting to order at 3:33 pm. to commence Board business. Attorney Dennehy left at 4:44 p.m.

MINUTES OF THE MEETING OF THE BOARD

(1) Vice-Chair Cirillo moved to approve the open meeting minutes of March 15 and March 29, 2006 as printed. Mr. Yoder seconded. Motion approved by all members present.

(2) Vice-Chair Cirillo moved to approve and seal the executive session meeting minutes of the March 15 and March 29, 2006 as printed. Mr. Yoder seconded. Motion approved by all members present.

EXECUTIVE SESSION

(1) Ms. Feibelman moved to convene into executive session at 3:34 p.m. pursuant to RI General Laws, § 42-46-5 (a)(2) for sessions or work sessions pertaining to collective bargaining or litigation and § 42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Mr. Yoder seconded. Motion approved by all members present.

(2) Ms. Feibelman moved to adjourn from executive session and to reconvene to an open meeting at 4:34 p.m. pursuant to R.I.G.L. §42-46-4. Mr. Yoder seconded. Motion approved by all members present.

(3) Ms. Feibelman moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Mr. Yoder seconded. Motion approved by all members present.

(4) Ms. Feibelman moved to record the votes taken in executive session in accordance with Rhode Island General Law §42-46-4 as

follows. Mr. Yoder seconded. Motion approved by all members present to accept the report submitted by Sweenor Builders and closed this matter.

(5) Secretary Carlson moved pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Mr. Yoder seconded. Motion carried.

OLD BUSINESS

(1) Amendments to the “Rules of the Board”

The Board held a workshop for discussion of the suggested changes to the Rules of the Board, By-Laws, General Laws and long-term issues on March 29, 2006. Mrs. Broadfield provided the Board with a copy of those changes made per the March 29, 2006 discussion. The Board will review those changes and will also review suggested changes to Section III (C), (D) and (F) and to the By-Laws under “Fees” to add a \$50 name change fee. These changes will be discussed at the Board’s next meeting.

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(2) “Tech Note” – Meeting to be scheduled with Daniel L. Beardsley, Jr., Executive Director, at the League of Cities and Towns, Daniel R. DeDentro, State Building Code Commissioner and the Board.

Vice-Chair Cirillo informed the Board that he spoke with Mr. Beardsley. Mr. Beardsley indicated that he would like the request to come from Mr. DeDentro. Mr. Beardsly indicated that once he receives the request from DeDentro he would then send a League member representative to the requested meeting. Vice-Chair Cirillo spoke to Mr. DeDentro about Mr. Beardsley's request. Mr. DeDentro will send a letter to Mr. Beardsley requesting that a League member representative meet with him and Vice-Chair Cirillo to discuss the "Tech Note" that was issued by Mr. DeDentro and also to try to educate the cities and towns on this Board's registration process and what is required for a person and/or company to practice architecture in this state.

(3) Notification of a Potential Project at 50 Kennedy Plaza, Providence, RI, by Scott Daniels of Space located in Newark, NJ, as per Rules of the Board, Section VII.

Mr. Yoder moved that contingent upon approval of the Certificate of Authorization for Space LLC, the Board will notify Mr. Daniels and the Providence Building Official that Mr. Daniels and Space LLC are qualified to practice architecture in this State. Vice-Chair Cirillo seconded. Motion approved by all members present.

(4) Draft Memo by Attorney Dennehy on Issues regarding Quorums and Voting

Attorney Dennehy stated that he put together a memo dealing with issues regarding quorums and voting for the various Boards primarily to consolidate information that is common to all regarding quorums and voting. Attorney Dennehy felt that the memo is self-explanatory. Attorney Dennehy offered this to the Board to try to clarify some of these issues that come up. Attorney Dennehy felt that this item may be removed from the agenda but that the memo should remain in the reference books used by the Board members at every meeting.

Attorney Dennehy read the section of the statute 5-1-4(b) that applies to quorums and voting: “Three (3) members of the board shall constitute a quorum for the transaction of all business, but no action shall be taken at any meeting without three (3) members in accord.”

(5) 2005 American Institute of Architects Rhode Island (AIA/RI) Membership Directory – Response Received.

The Board instructed Mrs. Broadfield to review the names listed in the 2005 AIA/RI Member Directory and confirm that the members hold a current architectural registration and certificate of authorization. The Board sent letters to those individuals who did not hold an architectural registration or a certificate of authorization. Responses were received from the following individuals:

(a) Mark Hanchar, AIA – Secretary Carlson moved to accept Mr.

Hanchar's explanation that he is not practicing architecture, and therefore does not need a Certificate of Authorization, and if his situation changes, he would obtain a Certificate of Authorization and to close. Vice-Chair Cirillo seconded. Motion approved by all members present.

(b) Marion Kromm White, AIA – Secretary Carlson accept Ms. White's explanation that she is not practicing architecture, and therefore does not need a Certificate of Authorization, and if her situation changes, she would obtain a Certificate of Authorization and to close. Vice-Chair Cirillo seconded. Discussion occurred. Motion approved by all members present.

(c) Peter Yeadon, AIA – Secretary Carlson moved to accept Mr. Yeadon's explanation that he is not practicing architecture, and therefore does not need a Certificate of Authorization, and if his situation changes, he would obtain a Certificate of Authorization and to close. Vice-Chair Cirillo seconded. Discussion occurred. Motion approved by all members present.

(d) William Young, AIA – Mr. Young has not responded to the Board's February 28, 2006 inquiry. Mrs. Broadfield will call Mr. Young to inquire on his response and report back to the Board.

(6) Discussion on the implementation of the Governor's Fiscal Fitness

Program on On-line Renewals

As requested, Mrs. Broadfield has polled the Member Board Executives (MBE) to ask questions of those states that have on-line renewals. The responses are being gathered for the next meeting.

Attorney Dennehy updated the Board and said that the State is trying to come up with a standard format for State websites since there are many websites that are lacking information such as links to related websites.

After discussion, this Board has agreed to accept on-line renewals as long as it is not the only way to renew and that a person can still renew in paper form.

BLUE BOOKS (RECIPROCITY)

(1) Secretary Carlson moved to approve the following Blue Books as submitted with an expiration date of December 31, 2007. Mr. Yoder seconded. Motion approved by all members present.

(1) FRANGIADIS, Anthi (4) PETERSON, Dale E.

(2) IAMELLO, Robert M. (5) WELLS, Jr., William Max

(3) KLINEDINST, Rob (6) WILSON, George T.

BLUE BOOK (REINSTATEMENT)

(1) Secretary Carlson moved to approve the reinstatement of the Blue Book as presented with an expiration date of December 31, 2007. Mr. Yoder seconded. Motion approved by all members present.

(1) WALSH, Emmett, #2463

GREEN BOOK (APPROVAL TO TAKE ARCHITECTURAL REGISTRATION EXAM)

(1) Secretary Carlson moved to approve the following Green Book as submitted. Mr. Yoder seconded. Motion approved by all members present.

(1) KOO, Bon-Ho

REQUESTS FOR EXTENSION OF ARCHITECTURAL REGISTRATION EXAMINATION ELIGIBILITY DATE PERIOD.

(1) DiLEONARDO, Lia Ann – Secretary Carlson moved to extend the architectural registration examination eligibility period for two years to expire on April 19, 2008. Mr. Yoder seconded. Motion approved by all members present.

(2) Ms. Feibelman brought up a discussion and ask what would happen if a person took a year off on maternity leave or became ill for a period of time in the middle of their rolling clock. Mrs. Broadfield indicated that this Board will not have control since the National Council of Architectural Registration Boards (NCARB) has a five-year rolling clock and is already monitoring it. The Board will consider

changing their rules and not giving any expiration date of the rolling clock since NCARB is currently monitoring.

CERTIFICATES OF AUTHORIZATION APPLICATIONS (See Attached List)

(A) Ms. Feibelman moved to approve the applications for Certificates of Authorization for the Sole Proprietorships for Stan DeAngelis Architect, Frederick J. Goglia, Brad B. Smith, Gregg Spiess AIA Architecture and John Patrick Walsh as submitted. Mr. Yoder seconded. Motion approved by all members present.

(B) Ms. Feibelman moved that a letter be sent along with a copy of the Rules of the Board Section III F for Certificate of Authorization for the Sole Proprietorship for Dean Associates Architects indicating the use of the title “Associates” and what it represents as far as that term is concerned, notification that the plural word “Architects” also cannot be used for a Sole Proprietorship and that Mr. James Dean can correct and update his Certificate of Authorization application. Mr. Yoder seconded. Motion approved by all members present.

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(C) Ms. Feibelman moved to approve the application for Certificate of Authorization for the Partnership for Newbury Design Associates of RI as submitted. Mr. Yoder seconded. Motion approved by all members present.

(D) Ms. Feibelman moved to approve the applications for Certificates

of Authorization for the Limited Liability Partnerships for The Bilow Group Architects and Planners and Ferguson & Shamamian Architects, LLP as submitted. Mr. Yoder seconded. Motion approved by all members present.

(E) Ms. Feibelman moved to approve the applications for Certificates of Authorization for the Limited Liability Companies for The CFP Group, LLC, Fletcher Thompson Architecture Engineering LLC and Space LLC as submitted. Mr. Yoder seconded. Motion approved by all members present.

(F) Ms. Feibelman moved to approve the applications for Certificates of Authorization for the Corporations for DAS Architecture, Inc.; Earth Tech Architects & Engineers, Inc.; Jack Freeman & Associates, P.C.; HNTB Rhode Island, Inc.; and Pazdan-Smith Group Inc. Architects as submitted. Mr. Yoder seconded. Motion approved by all members present.

After the Certificate of Good Standing is received from the Rhode Island Secretary of State for Pazdan-Smith Group Inc. Architects, the Board will also call Lieutenant Tim Hawthorne, Cranston Fire Marshall, to notify him that Pazdan-Smith Group Architects is now properly registered to practice architecture in Rhode Island.

(G) Burton, Behrendt & Smith, P.C. – Certificate of Authorization Application - Corporation

This Board received notification from the Rhode Island Secretary of State's office that this company has changed their name from Burton Behrendt and Smith Architects, Engineer & Surveyor P.C. back to what this Board had originally approved as stated above. Therefore, Ms. Feibelman moved to approve the issuance of this Certificate of Authorization. Mr. Yoder seconded. Motion approved by all members present.

NEW BUSINESS

(1) 2006 Draft Resolutions of the National Council of Architectural Registration Boards (NCARB) Annual Meeting

Secretary Carlson commented on Resolution 06-C and stated that this Board is already in compliance with this resolution and would not have to change their rules to comply.

Secretary Carlson also commented on the Resolution which would allow a Member Board Executive (MBE) to attend the NCARB Board meetings. He questioned how the MBE could afford the time to attend since it is approximately seven to eight meetings per year and also questioned whether or not the MBE would have voting ability or not. Secretary Carlson felt that the NCARB Board could get good input from a MBE. Ms. Feibelman thought that each one would learn a little from the contribution. Secretary Carlson stated that he is in

favor of something that works.

Secretary Carlson moved to let this Board's delegates vote their conscience. Vice-Chair Cirillo seconded. Motion approved by all members present.

(2) Discussion on "disaster" – what would happen to the Board's records, paper and computer, if the building burns?

Attorney Dennehy told the Board that he contacted and spoke with the Rhode Island Emergency Management Agency (EMA) and they are far along towards developing disaster planning and are willing to meet with this Board and the Board of Registration for Professional Engineers. Attorney Dennehy provided the EMA Continuity of Operations (COOP) Plan to the Board members for their review.

Secretary Carlson indicated that his most concern is how and where are this Board's records (computer and hard files) backed up. Ms. Feibelman stated that a computer crash would be the most likely disaster to hit this Board.

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Secretary Carlson asked Attorney Dennehy if EMA was going to meet with the Board. Attorney Dennehy suggested that Mrs. Broadfield make a connection with the EMA staff and that this Board also invite the Board of Registration for Professional Engineers and the

Department of Administration, Division of Information Technology (DoIT) to a meeting to discuss what would happen in case of a disaster. Attorney Dennehy also indicated that EMA is also talking about how the State will function after a disaster and rebuilding efforts.

Secretary Carlson stated that at the New England Council of Architectural Registration Boards (NECARB) 2006 spring meeting, discussion was brought up about the local architects, in a State of disaster, would probably not be able to do the work. Therefore, if a person is not registered in the state of disaster, how does that person do the work when the State cannot register that person? The conclusion of the discussion was that a person holding a valid National Council of Architectural Registration Boards (NCARB) certificate in the time of the prior emergency would be allowed to practice. This Board could make that change in their Rules of the Board.

The Board will review the plans that Attorney Dennehy received from EMA for further discussion at the next meeting. The Board also suggested that Mrs. Broadfield contact the Member Board Executives in the States of Mississippi and Louisiana to inquire what issues they had during their disaster.

(3) Architect Renewals for Continuing Education Compliance Audit for:

(a) Nancy J. Cocroft, #1187 – Mr. Yoder moved to accept Ms. Cocroft's continuing education and renew her registration. Secretary Carlson seconded. Motion approved by all members present.

(b) Knute T. Haglund, IV, #3042 – Secretary Carlson moved to accept Mr. Haglund's continuing education and renew his registration. Mr. Yoder seconded. Motion approved by all members present.

(c) Stuart A. Simmons, #1348 – Ms. Feibelman moved to accept Mr. Simmons' continuing education and renew his registration. Mr. Yoder seconded. Motion approved by all members present.

(d) Patricia Ann Seitz, #2263 – Chair Newbrook moved to accept Ms. Seitz's continuing education and renew her registration. Secretary Carlson seconded. Motion approved by all members present.

(4) Frederick J. Goglia, #2943, Notification of Potential Project as required per direction of the Board.

Secretary Carlson moved that the Board accept Mr. Goglia's potential project notification and notify him of the acceptance. Mr. Yoder seconded. Motion approved by all members present.

(5) Renewal Fees to renew a late Certificate of Authorization Renewal

Mrs. Broadfield asked for the Board's interpretation of the By-Laws, Section 12(b)(4) which reads as follows: "Renewal of Expired Certificate of Authorization - \$50.00 additional for each year or part of

year plus \$25.00 late charge.”

After discussion, it was the Board’s interpretation that the renewal fee to be charged is \$50 per year from the last year that the Certificate of Authorization was renewed to the present year plus a \$25 late fee.

ADJOURNMENT

Chair Newbrook informed the Board that the next Board meetings are scheduled for May 31, 2006 at 3:30 p.m. at One Capitol Hill, Conference Room B, Providence, RI 02908 and June 28, 2006 at 3:30 p.m. at One Capitol Hill, Conference Room C, Providence, RI 02908. Secretary Carlson moved to adjourn the meeting at 5:21 p.m. Mr. Yoder seconded. Motion carried.

Respectfully submitted,

**James R. Carlson, NCARB, AIA
Secretary**

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C. O. A. APPLICATIONS

Board Meeting of 19 April 2006

SOLES

STAN DeANGELIS ARCHITECT - 0 - APPROVED – 04/19/06

DENIED – 03/15/06 – USE OF THE TITLE “ASSOCIATES”

**WHAT IT REPRESENTS – USE OF THE PURAL WORD DEAN
ASSOCIATES ARCHITECTS - 0 – “ARCHITECTS” – CORRECT APPL.
(III-F)**

FREDERICK J. GOGLIA \$100. APPROVED – 04/19/06

BRAD B. SMITH - 0 – APPROVED – 04/19/06

See attached letter of explanation of project.

GREGG SPIESS AIA ARCHITECTURE - 0 - APPROVED – 04/19/06

JOHN PATRICK WALSH - 0 - APPROVED – 04/19/06

PARTNERSHIPS

NEWBURY DESIGN ASSOCIATES OF RI APPROVED – 04/19/06

A-13,046 - Remove Dean Temple as resp. charge

and add Michael Blanchette as resp. charge

LIMITED LIABILITY PARTNERSHIPS

THE BILOW GROUP ARCHITECTS & PLANNERS \$100. APPROVED – 04/19/06

FERGUSON & SHAMAMIAN ARCHITECTS, LLP \$100. APPROVED – 04/19/06

LIMITED LIABILITY COMPANIES

THE CFP GROUP, LLC \$100. APPROVED – 04/19/06

FLETCHER THOMPSON ARCH. ENGR. LLC \$100. APPROVED – 04/19/06

SPACE, LLC \$100. APPROVED – 04/19/06

CORPORATIONS

DAS ARCHITECTURE INC. \$100. APPROVED – 04/19/06

EARTH TECH ARCHITECTS & ENGINEERS, INC. \$50. APPROVED – 04/19/06

A-14,324 – Name change from TAMS Architects & Engineers, Inc. – Name change was previously approved by the Bd – but Good Standing from RI

Secretary of State never rec'd – now reapplying again.

JACK FREEMAN & ASSOCIATES, P.C. \$100. APPROVED – 04/19/06

HNTB RHODE ISLAND, INC. - 0 - APPROVED – 04/19/06

A-14,179 – Change in Responsible Charge –

Gregory M. Detmer left the company –

Replacing Mr. Detmer with Terry K. Miller.

**PAZDAN-SMITH GROUP INC. ARCHITECTS \$100. APPROVED –
04/19/06**

See attached letter of explanation of project.

Previously applied for a COA on 07/16/04 – Bd. approved

Requested Good Standing from RI Secretary of State –

never rec'd – Bd denied application at the January 2005 meeting.

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FOR DISCUSSION

**BURTON, BEHRENDT & SMITH, P.C. 8/18/05 - Approved by the
Board-requested Cert. of Good Standing**

10/25/05 - Sent Final Notice letter

11/14/05 - Cert of Authority mailed to us instead of Sec. of State

11/25/05 - Up for Board Denial

**2/3/06 - Faxed us a Good Standing...Name of company is not the
name approved by the Board.**

2/9/06 - Letter sent to Corporations requesting that this COA be

recinded as the company name is different. Company was copied.

**03/09/06 – Contacted Corp Div at Sec. of St – waiting for a return
phone call –**

**03/31/06 – Response Rec'd from Sec. of State. Name change is
now in accordance with Bd's approval letter.**

04/19/06 – APPROVED.

04/19/06

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